



Commonwealth Healthcare Corporation

Commonwealth of the Northern Mariana Islands

P. O. Box 500409, Saipan, MP 96950

Website: www.chcc.gov.mp



HUMAN RESOURCES

EXAMINATION ANNOUNCEMENT NO. 20-122

POSITION: **TRAINING/ OUTREACH
SPECIALIST** OPENING DATE: **06/09/2020**

NO. OF VACANCIES: **3** CLOSING DATE: **06/18/2020**

SALARY: **\$25,000.00 P/A - \$30,000.00 P/A**
The salary given will be determined by the qualifications of the appointee.

LOCATION: **Disaster Response Program, Community Guidance Center
Commonwealth Healthcare Corporation, Saipan**

DUTIES:

This individual will be work in coordination with the Disaster Response Program Training/Outreach Coordinator to meet the training and outreach deliverables of the Disaster Response Project. **Individual Crisis Counseling:** Helps survivors understand their reactions, improve coping strategies, review their options, and connect with other individuals and agencies that may assist them. **Basic Supportive or Educational Contact:** General support and information on resources and services available to disaster survivors. **Group Crisis Counseling:** Group sessions led by trained crisis counselors who offer skills to help survivors cope with their situations and reactions. **Public Education:** Community presentations, information and education about typical reactions, helpful coping strategies, and available disaster-related resources. **Community Networking and Support:** Relationship building with community resource organizations, faith-based groups, and local agencies. Performs other related duties as assigned.

QUALIFICATION REQUIREMENTS:

Any combination equivalent to graduation from a recognized college or university with an associate's degree in psychology or related field plus 1 year of experience in psychology, sociology or related field. Candidate must have good communication skills .

CONDITIONAL REQUIREMENTS:

This position is a Full-Time employment status. The regular work schedule will be Monday to Friday from 7:30am to 4:30pm for a total of 40 hours per week. This work schedule however is subject to change with or without notice based on the Employer's business requirement and/or by the demands of the employee's job; Every effort will be made to adhere to the employee's regular work schedule. This position is **"COVERED"** and is eligible to receive overtime compensation pursuant to the Fair Labor Standards Act (FLSA) of 1938 Federal Law; subject to funding availability through federal funds awarded to the *CNMI CHC Disaster Response Program*, not to exceed 10/29/2021.

Note(s):

- *Three-fourths 20 CFR 655, Subpart E: "Workers will be offered employment for a total number of work hours equal to at least three fourths of the workdays of the total period that begins with the first workday after the arrival of the worker at the place of employment or the advertised contractual first date of need, whichever is later, and ends on the expiration date specified in the work contract or in its extensions, if any."*
- *Employer-Provided Items 655.423(k): Requires Employer provide to the worker, without charge or deposit charge, all tools, supplies and equipment required to perform the duties assigned.*

CHCC is an equal opportunity employer. We consider all applicants for all positions without regard to race, color, religion, sex, disability, age, mental or veteran status, the presence of a non-job related medical condition or disability, or any legal protected status.

OTHERS:

This position is paid on a bi-weekly basis (2-week period). CHCC adheres to all applicable deductions such as C.N.M.I. Tax, Federal Tax, Medicare and Social Security.

Note: Education and training claimed in Employment Application must be substantiated by diploma, certificate or license. Failure to provide complete application form or the required documents will result in automatic disqualification.

INTERESTED PERSONS SHOULD SEND THEIR CURRENT APPLICATION FORMS TO:

Office of Human Resources

Commonwealth Healthcare Corporation

1 Lower Navy Hill Road, Navy Hill, Saipan, MP, 96950

Operation Hours: Monday Through Friday 7:30 AM – 4:30 PM and CLOSED on weekends/holidays.

Employment Application Forms will be available 24/7 at the employer's hospital facility's Main Cashier Office (entrance/exit point for all)

E-mail: humanresources@dph.gov.mp

Direct Line: (670) 236-8205/8210/8729/8202

Trunk Line: (670) 234-8950 ext. 3580/3581/3583

Fax Line: (670) 236-8756

